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12 April 1946

MEMORANDUM FOR THE DIRECTOR OF CENTRAL INTELLIGENCE

Subject: Proposed Revision of C.I.G. Administrative Order No. 3

1. The draft of proposed revision of Administrative Order No. 3 by the Acting Chief, Central Reports Staff, of 3 April 1946 to Admiral Souers, has been reviewed pursuant to instructions.

2. It is believed that the draft should not be approved for the following reasons:

a. The mission of the Central Reports Staff is not clearly nor fully defined. For example, it does not specifically designate the Chief's responsibility for determining the necessity for situation estimates and for initiating appropriate action. A revision of the proposed draft would be required to correct this.

b. The draft provides for an influx of a large number of personnel, subject to no scheme of organization. The approved organization is rejected, although it has not been tried out.

c. No clear necessity for the paper is seen. Additional flexibility can be obtained as outlined in paragraph 3 below. Revision of C.I.G. Administrative Order No. 3 should wait until the Central Reports Staff is prepared to propose a specific change in organization, based on operating experience.

3. Any handicaps due to the rigidity of C.I.G. Administrative Order No. 3 could be obviated by the issuance of the following instructions to the Chief, Central Reports Staff:

"a. In the organization, operation, and planning of your Staff, pursuant to C.I.G. Administrative Order No. 3, you are authorized such flexibility of assignment and use of personnel as you deem necessary, subject to fulfilling the functions outlined in paragraphs 4 to 6 inclusive.

"b. You will submit a revised plan of organization for approval if experience indicates one desirable."

4. It is recommended that:

a. The proposed revision not be approved.

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b. That instructions, substantially as proposed in paragraph 3 above, be issued to the Acting Chief, Central Reports Staff.

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[redacted]

Acting Chief, Central Planning Staff

CC: Secretary, NIA
Central Files (2)

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